

BANQUET ROOM

WELCOME TO YOUR METRO PARKS

We thank you for choosing Metro Parks, Banquet Room as the location for your event. In order to maximize everyone's enjoyment and safety, Metro Parks does ask all visitors and guests to follow park rules and regulations. The Banquet Room is very popular and well used. We strive to keep the costs affordable and can only do so with the help of our guests.

While rangers and your facility attendant are always available to answer your questions, we have prepared this overview of common items of interest to help you plan your event.

1. Please pick up after yourself. While park staff will collect trash after your event, you should leave some time to pick up the area and leave the facility as you found it. In some cases, the facility will be used a second or third time on the same day. The reservation holder is responsible for the satisfactory cleaning of the facility after use.
2. **Decorations are permitted as long as no permanent damage results.** Thus use of duct or packing tape, tacks, nails, or staples is prohibited. Confetti, glitter, lit flame, sidewalk chalk, ceiling hangings, and pinatas are also **prohibited**.
3. The brick patio attached the Banquet Room is included in your rental. There is no additional greenspace included. You do not have access to any grassy areas. This reservation does not include any access to the Golf Course Bridge.
4. As the named and primary party on the reservation **you are responsible for any damages that occur** to the facility during your stay. The facility shall be open for inspection by any authorized Metro Parks employee to ensure the use of park property is in compliance with Metro Parks' rules and regulations. The reservation holder assumes personal liability for the breakage, destruction or removal of park property via the security deposit (20% of the reservation fee). The facility security deposit maybe retained due to excessive dirtiness, spills, etc., damage to the facility, early arrival or late departure, or failure to abide by facility rules and regulations.
5. **We ask that you adhere to parking and occupancy limits.** To protect the park, we only allow parking in designated parking spots- there is no overflow parking on turf areas. We require that access be available at all times for emergency vehicles. We enforce the occupancy limit of 99 people at the Banquet Room, based on fire code limits, and the parking occupancy of 100 based on availability. Due to parking limits, carpooling is encouraged.
6. Cancellation & Change Refund Policy:

Cancellation/Change prior to:

30 days of reservation: 90% refunded

14-29 days of reservation: 25% refunded

13-Day of reservation: 0% refunded

NOTE: Refunds are not available for rain or bad weather conditions.

All other park rules and regulations are enforced at all times: www.metro parks.net/about-us/rules-regulations/. If you have any additional questions about a particular activity or decorations please contact us prior to your event.

ALCOHOL

IMPORTANT: If beer and wine will be present at your event, you are required to contact the Golf Course a minimum of two weeks prior to the reserved date to discuss logistics and purchasing. Metro Parks reserves the right to deny beer and wine requests if not done two weeks prior to the event. Golf Course contact information is (614) 861-3193. No other alcohol is permitted in the Banquet Room.

Only beer and wine are permitted for consumption at Blacklick Woods Metro Park Golf Course, with no exceptions to this rule. Beer and wine are restricted to the main room and patio only. All beer and wine for your event must be purchased through Metro Parks. Please note that beer and wine can only be ordered before the event, Metro Parks will not sell beer and wine during the event under any circumstances. Beer and wine purchased through Metro Parks is to be served free of charge to event participants. Metro Parks employs an attendant who will survey the event and be onsite for the duration of the event. The attendant does not distribute beer and wine. Distribution of beer and wine purchased through Metro Parks will be the responsibility of a person or persons in the rental group who are over the age of 21 only.

Should any concerns arise of underage drinking or over-consumption, the attendant will seek out the responsible party to remedy the concern. It is understood that there will be no tolerance for underage consumption, excess rowdiness that results from over consumption, or individuals who bring their own alcohol onto the premises. It is against state law for individuals to bring their own alcohol onto the premises. Excess unopened beer and unopened wine purchased by the above party can be taken home after the event. Should issues arise that are not able to be controlled by the responsible party, Metro Parks reserves the right to terminate the event, resulting in the immediate expulsion of the entire group.